



Meeting Minutes for September 21, 2023

CALL TO ORDER Chair Overcash called the meeting to order at 3:31 p.m.

ROLL CALL Chair Overcash, Commissioners Adams, Arndt, Stooksbury, and Williams were present. Commissioners DiMartino and Burgener were absent.

Commissioner Adams moved to switch the order of agenda items so that item #9 would be presented before item #8. The motion, seconded by Commissioner Stooksbury, carried with all Commissioners present voting in favor thereof.

PUBLIC COMMENT Rick Turley, Hangar C tenant, requested more clarification on the runway 6-24 closure and process for landing during high crosswinds or other conditions as needed. More information regarding the estimated cost, timeline, and process for development of Site C was also requested with the Staff Report.

CONSENT AGENDA

Commissioner Adams moved to approve Consent Agenda. The motion, seconded by Commissioner Williams, carried with all Commissioners present voting in favor thereof.

Pulled Items: None
Consent Follow up: None
Public Comments: None

MONTHLY REPORT Staff is preparing the RFP for repairs to the C hangars.

- City of Loveland engineers reviewed the RFP to include specific requirements in the scope of work.
- The bid package for C hangar maintenance will be released in the coming week with construction expected to begin in November.

The request to re-open runway 6-24 is still under review by the FAA.

- The Safety Risk Panel is still reviewing site-line concerns along with the NOTAM that has been issued for the runway.
- Air Traffic Control must follow the process for landing on runway 6-24 at the pilot's discretion as determined by the FAA.

Terminal construction continues on-track with the drilling of piers for the foundation in September.



REGULAR AGENDA

5. Airport Commission Secretary Appointment Kate Morgan, Airport Executive Assistant, presented this item in accordance with the staff report.

Commissioner Williams moved to appoint Kate Morgan as the Commission Secretary. The motion, seconded by Commissioner Adams, carried with all Commissioners present voting in favor thereof.

6. Airport Commission Vice Chair Appointment Kate Morgan, Airport Executive Assistant, presented this item in accordance with the staff report.

Commissioner Williams nominated Commissioner Arndt to serve as the Vice Chair. The motion, seconded by Commissioner Stooksbury, carried with all Commissioners present voting in favor thereof.

7. Fort Collins-Loveland Water District Easement Aaron Ehle, Airport Planning and Development Specialist, presented this item in accordance with the staff report.

The Fort Collins-Loveland Water District (FCLWD) began collaborating with the Airport in 2021 for a 24-inch waterline easement along a portion of the Airport boundary. It was determined that the benefit of the water line and service connection points would outweigh the value of the 6.1 acres encumbered by the easement with a net value of \$740,374 for the Airport. The proposal has been vetted by staff of Fort Collins and Loveland, and the PDSC voted unanimously to recommend approval to the Airport Commission and both City Councils. If passed, construction would be expected to begin in February or March. Some operational impacts of the construction are expected to last approximately three days and will be coordinated by Airport staff with schools and businesses.

Diane Jones, member of the public, suggested attaching the estimated value of the improvements as an exhibit in the agreement. Chair Overcash requested that the valuation information be included.

Commissioner Adams moved to recommend approval of this easement. The motion, seconded by Commissioner Arndt, carried with all Commissioners present voting in favor thereof.

9. Airport Financial Overview

Aaron Ehle, Airport Planning and Development Specialist, presented this item for discussion:

Data from 2021 revenues, expenses, and other economic impacts was evaluated to provide a broad overview of costs and benefits with the current Airport ownership model. Commissioner Stooksbury suggested including the property tax benefit to



Larimer County and noted that Colorado does not tax aviation sales, so there is not much sales tax revenue from on-Airport businesses.

**8. 2024 Budget
Presentation and
Recommendations**

Francis Robbins, Airport Operations and Maintenance Manager, presented this item in accordance with the staff report.

The total proposed budget for 2024 is approximately \$27 million, which includes an operating budget of approximately \$3 million and a capital budget of approximately \$24 million.

Commissioner Stooksbury moved to recommend approval of the 2024 budget. The motion, seconded by Commissioner Williams, carried with all Commissioners present voting in favor thereof.

**10. Business from
Members**

None.

ADJOURNMENT

Commissioner Adams adjourned the meeting at 5:06 p.m.

Respectfully Submitted,

Commission Chair, Don Overcash

